



CONFIDENTIAL INTERMEDIARY BOARD

Arizona State Courts Building
1501 West Washington Street, Phoenix, Arizona 85007
Hearing Room 109

August 14, 2014
10:00 A.M.

Approved Regular Meeting Minutes

MEMBER ATTENDANCE:

Present:

Laurie Laughlin

Telephonically Present:

Alice deLeon Ernst

Nance Daley

Dana Young

Diane Culin

Hannah Rawhouser

Absent:

Raymond Baxter

James Foltz

Toni Hellon

Teri Thomson-Taylor

OTHER ATTENDEES:

AOC Staff:

Mark Wilson

Michelle Martinez

Debbie MacDougall

Kimberly Siddall

Loretta Diaz

Guests:

Anne Jensen

Diane Stubbs

CALL TO ORDER

Called to Order By:

Laurie Laughlin, Chair

Time:

10:05 a.m.

1) REVIEW AND APPROVAL OF MINUTES:

1-A: Review and approval of regular minutes for the meeting of May 15, 2014.

Individual Addressing the Board: Laurie Laughlin

Discussion: None.

Motion: Move to approve the regular session minutes for the meeting of May 15, 2014.

Motion Proposals: First Diane Culin
Second Nance Daley

Motion Results: Pass

2) ADMINISTRATIVE ISSUES

2-A: Review, discussion and possible action regarding the certification renewal application deadline pursuant to Arizona Code of Judicial Administration § 7-201(G)(2).

Individual Addressing the Board: Kimberly Siddall

Discussion: Staff recommends the Board establish the 2014-2016 renewal application open date of September 22, 2014.

Motion: Move to approve the renewal application date for September 22, 2014.

Motion Proposals: First Alice deLeon Ernst
Second Hannah Rawhouser

Motion Results: Pass

2-B: Discussion and possible action concerning random audits of continuing education compliance for renewal.

Individual Addressing the Board: Kimberly Siddall

Discussion: It is recommended the Board request staff to sample audit 20% of the certified confidential intermediary pool for continuing education compliance.

Motion: Move to accept staff's recommendation.

Motion Proposals: First Diane Culin
Second Alice deLeon Ernst

Motion Results: Pass

2-C: Update on the preparation for the 2014 Confidential Intermediary Training.

Individual Addressing the Board: Michelle Martinez

Discussion: An update was given regarding the Confidential Intermediary Training which is scheduled for November 19, 20 and 21, 2014.

2-D: Review, discussion, and possible action regarding the establishment of the 2015 Board meeting schedule.

Individual Addressing the Board: Debbie MacDougall

Discussion: Therefore, it is recommended the 2015 meeting calendar be set as follows:

February 12, 2015
May 14, 2015
August 13, 2015
November 12, 2015

Motion: Move to approve the 2015 meeting calendar as stated.

Motion Proposals: First Diane Culin
Second Alice deLeon Ernst

Motion Results: Pass

CALL TO THE PUBLIC

Individuals Addressing the Board: None.

ADJOURNMENT

Motion: Move to adjourn.

Motion Proposals: First Laurie Laughlin, Chair
Second Nance Daley

Motion Results: Pass

Time: 10:16 a.m.

Initials: LD